

**CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
May 21, 2004**

BOARD MEMBERS PRESENT:

John Dyer, Chair
Steven Scanlin, Trustee
Martin Gabica, M.D.
Kathy Holley, Secretary

Bill Wheeler, R.Ph., Vice-Chair
Mary Egusquiza-Stanek
Jane Young, RN
Betty Ann Nettleton

ATTENDEE: Terry Gestrin, Valley County Commissioner, Fred Lawson, Boise County Commissioner

CENTRAL DISTRICT HEALTH DEPARTMENT (CDHD) ATTENDEES:

Meghan Muguira
Tom Turco
Mike Reno

Kathy Hansen
Margaret Ross
Dieuwke Spencer

Angela Spain
Rob Howarth

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The Board of Health meeting was called to order at 1:05 p.m.

BUDGET HEARING – John Dyer

Commissioner Terry Gestrin, Valley County, chairman of the budget hearing, called the hearing to order at 1:06 p.m.

Commissioner Gestrin asked for a motion to approve the budget beginning July 1, 2004 as presented to all of the Board's of Commissioners.

Motion: Commissioner Egusquiza-Stanek, Elmore County, so moved; Commissioner Fred Lawson, Boise County, seconded.

Commissioner Gestrin asked for discussion. Commissioner Egusquiza-Stanek commented that Elmore County was satisfied with the presentation made by the Director, Kathy Holley.

Commissioner Gestrin called for the question; all in favor of the proposed budget signal aye; Valley County, Elmore County, and Boise County voted aye. Ada County's proxy vote was aye. Motion approved.

Commissioner Gestrin closed the budget hearing and turned the meeting back over to Chairman Dyer.

ACTION ON APRIL 16, 2004 MINUTES – John Dyer

Motion: Commissioner Egusquiza-Stanek moved to approve the minutes of the April 16, 2004 Board of Health meeting as presented; Ms. Young seconded; all in favor; motion carried.

ACTION ON BUDGET HEARING – John Dyer

Since the budget was approved unanimously, no action was required.

ELECTION OF OFFICERS – John Dyer

Mr. Dyer's appointment to the Central District Health Department's Board of Health will end June 30, 2004. Since there is not another Board meeting until August 27, 2004, election of officers for the next year took place.

Chairman Nomination

Ms. Young nominated Dr. Gabica; Mrs. Egusquiza-Stanek seconded. Mr. Wheeler moved to cease nominations. Mr. Dyer asked for a vote. All in favor, motion carried.

Chairman – Dr. Martin Gabica

Vice Chairman Nomination

Mr. Wheeler nominated Mrs. Egusquiza-Stanek; Mr. Dyer seconded. Mr. Wheeler moved to cease nominations. Mr. Dyer asked for a vote. All in favor, motion carried.

Vice Chairman – Commissioner Mary Egusquiza-Stanek

Trustee

Mr. Dyer nominated Mr. Scanlin to continue serving as Trustee; Ms. Young seconded. Mr. Dyer moved to cease nominations. Mr. Dyer asked for a vote. All in favor, motion carried.

Trustee – Mr. Steve Scanlin

On behalf of the Board, Mr. Scanlin thanked John Dyer for his service, both as Chair and as a board member. He commented that Mr. Dyer's style and feeling will be missed and will be hard to replace. A plaque was presented to Mr. Dyer as a token of appreciation for his service.

FINANCIAL REPORT – Meghan Muguira

April Budget to Actual

The "Budget to Actual" report for July through April was reviewed, comparing revenue to the prior two years. The District is \$130,000 over the projected fees budget and contracts are on target. Fund Raising donations in Other Revenue is above target. The revenue report from the Culinary Walk About will be included in the next financial report. Personnel costs currently have a 3.2% salary savings or about \$214,000, which has remained consistent from January. Operating costs are expected to be on target for year-end. With two months left in the fiscal year, CDHD is doing fine with revenues up and expenses down. The budget is expected to come in reasonably close with some excess at year-end.

Budget Revision

CDHD is requesting an increase to the Capital Outlay budget by \$56,500 to help finish some projects, including the new wing. To help offset the Capital Outlay increase, CDHD will take excess revenue in this current year and increase the fee budget.

Mrs. Holley noted that \$42,730 of the additional expense was due to the fire sprinkler system upgrades with the new wing. Another expense not anticipated in adding the new wing, was installation of more satellite cable for broadcasting educational programs.

Motion: Dr. Gabica moved to accept the budget revision; Mrs. Nettleton seconded; all in favor; motion carried.

DISCUSSION OF IAB & RESOLUTIONS – Steve Scanlin

Mr. Scanlin presented the Idaho Association of Local Boards of Health, Resolution on Fall Prevention, which was brought forward by Health District 5. He asked the Board to approve the resolution.

The Centers for Disease Control (CDC) is putting new emphasis on injury prevention for falls because the latest morbidity/mortality for the nation shows that it is one of the biggest reasons for people to move from assisted living into a nursing home. CDC will have money available for this effort starting in July 2005. Therefore, if the resolution is in place, the health districts can support the resolution and apply for grant money.

Motion: Mrs. Nettleton moved to accept the resolution; Mr. Scanlin seconded; all in favor; motion carried.

Mr. Scanlin encouraged everyone to attend the annual IAB conference June 16 – 18 in Nampa.

REPORT ON WELL SURVEY – Mike Reno

CDHD is interested in studying potential septic system impacts on ground water quality over the last 22 years based upon background information from a 1970 study conducted in Ada County. This study looked at 19-wells in southern Ada County for possible nitrate contamination. Ada County is also interested in investigating sewerage impacts on ground water in southern Ada County.

CDHD began this study by resampling 10 previously sampled viable well sites south of the freeway between May 3rd and May 7th. Testing showed three of the ten wells had chloroform bacteria, but it is impossible to determine a trend or to make assumptions based upon the one sample. There are spikes in additional data, which may be due to seasonal impacts, but there were no exceedences of the Maximum Contaminant Level (MCL) in this sampling event.

CDHD would like to propose collecting additional samples, one in November and one in May, for the next two years to look for seasonal fluctuations in nitrate levels based on the irrigation practices going on in the county. This data would be used to help CDHD make recommendations to Ada County on whether they need to sewer subdivisions in southern Ada County.

Motion: Mr. Scanlin moved to go forward with the study; Mr. Wheeler seconded; all in favor; motion carried.

REPORT ON 4-COUNTY FUNCTIONAL EXERCISE – Rob Howarth

The Health District has participated over the last 18 months in a large region and statewide effort to form and develop exercises related to weapons of mass destruction. The exercises, promoted by the Federal Department of Homeland Security, are a requirement for local first responders to receive equipment and training through federal funding. In addition, through CDC, the Public Health Bioterrorism Preparedness Program and the HRSA Hospital Preparedness Program the health department is required to do exercises to help satisfy requirements.

The Bureau of Disaster Services and the Bureau of Hazardous Materials agencies have been combined to form the Idaho Bureau of Homeland Security. This agency established 7-exercise regions corresponding with the boundaries of the health districts led by an exercise steering committee. CDHD played a key role in providing incident command system training in many of the counties as well as providing training on the function of emergency operation centers.

Tabletop exercises were conducted in McCall and Mountain Home in 2003, followed by a walk through of the scenarios preparing for a full-scale exercise. CDHD also participated in a multi county standup of emergency operations centers in February 2004. Darcus Allen, CDHD Public Health Preparedness staff, designed the exercises.

May 17th, Ada County conducted two exercise scenarios. CDHD participated by overseeing some of the exercises and performing evaluations. Exercises also took place in Boise, Elmore and Valley Counties. Over 48-agencies or organizations participated in these events, including State and Federal agencies, local first responders, and hospitals, as well as volunteers.

The benefit of conducting these full-scale exercises was to help responders become familiar across the region to enhance communication, determine mutual aid, and to ensure that everyone understands the efficient command structure of the incident command system.

Darcus Allen will prepare a detailed report of the exercises. Copies will be made available for those interested in reviewing them.

DIRECTOR'S REPORT – Kathy Holley

E-Coli Report

The Epidemiology group has been investigating a possible e-coli case involving a young child admitted to the hospital. The most likely source was an agricultural expo, which had a petting zoo. A high school sponsored the event with over 5,000 children attending. Cheese and ice cream was given to the children after going through a petting zoo. Even though a definite link was not established there was enough evidence to send out an alert notifying all of the health care providers that these children may have been exposed to e-coli, salmonella, shigella or one of the other diseases they could have gotten from petting the animals and not washing their hands before eating.

Request to the State Controller's Office

There may be a request to the State Controller's Office for the fund balances of all of the agencies within the State. As of April 30th, CDHD's fund balance was \$1,447, 247. \$503,000 of the \$1.3 million is in the capital account, which is for capital improvements, which leaves a balance of \$860,000. CDHD's monthly bills are approximately \$748,000, which leaves about \$120,000. The State general fund comes in twice a year (July & December) and the counties pay monthly or quarterly. CDHD has the lowest fund balance of the seven health departments.

NACCHO Board

Mrs. Holley, a NACCHO Board member, has been invited to attend the first National Congress on Public Health Readiness in Washington D.C., which is sponsored by the American Medical Association and CDC. One hundred local health officers from various sized health departments have been invited to attend. The intent of the congress is to discuss the “readiness” of the health departments, which will help Congress make decisions.

This expense will not be covered by NACCHO. Mrs. Holley requested the Board’s approval to attend this 3-day session in Washington D.C. It will cost approximately \$500.00.

The Board gave Mrs. Holley permission to go.

Mountain Home

The Mountain Home Senior Center and CDHD’s Senior Nutrition program have had a conflict. The seniors asked the Mountain Home Mayor to run an advertisement to hire another service to provide food for the whole Senior Nutrition Program in Mountain Home. Angela Spain, manager of the Meals on Wheels program, has been monitoring the situation. She has talked to other Mountain Home facilities about using their facilities for this program. The Knights of Columbus have expressed interest in moving the program to their facility.

EXECUTIVE SESSION ID CODE 67-2345 (b)

Motion: Dr. Gabica made a motion that the Board move into Executive Session, as per Idaho Code 67-2345 (b); Mrs. Egusquiza-Stanek seconded; Roll Call:

Mary Egusquiza-Stanek – Aye
Bill Wheeler, Aye
Betty Ann Nettleton – Aye
John Dyer – Aye
Marty Gabica – Aye
Jane Young – Aye
Steve Scanlin - Aye

Motion: Mr. Wheeler moved to quit the Executive Session; Mrs. Egusquiza-Stanek seconded; Roll Call:

Mary Egusquiza-Stanek – Aye
Bill Wheeler – Aye
Betty Ann Nettleton – Aye
John Dyer – Aye
Marty Gabica – Aye
Jane Young – Aye
Steve Scanlin - Aye

Motion: Mr. Scanlin moved to give Kathy Holley a 4% raise effective July 2, 2004; Mrs. Egusquiza-Stanek seconded; all in favor; motion carried.

Mr. Scanlin also directed Mrs. Holley to look into other types of incentives or perks that the other Health Directors are given.

John Dyer said that he would miss everyone. “It has been a privilege to serve on the Board of Health. It has been fun and a challenge.”

ADJOURN

Motion: Mr. Dyer made a motion to adjourn; Mr. Wheeler seconded; all in favor; motion carried. The meeting adjourned at 3:10 p.m.

Respectfully submitted:

Date:

John N. Dyer, Chair

Kathy Holley, Secretary